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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Director of Training

DATE: 29 January 1959

FROM : Registrar/TR

25 YEAR RE-REVIEW

SUBJECT: Weekly Activity Report No. 4
21 January - 27 January 1959I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

1. During the week, [] reviewed all 166 applications on hand for language awards, and final determination has now been made on 114 of them. Further research continues on the 52 cases remaining. There were 84 awardable, and the cumulative total of authorized awards is now \$136,000. Cumulative testing through Tuesday numbered 2318; we have received 2026. I am hopeful that the backlog can shift to us and then to Budget so that much less time can be spent on apologizing for delays to individual inquirers. I do not consider the approximate 100 tests given in 1959 as backlog, but our records of tests given in 1958 which have not yet reached us, suggest that some are getting embarrassingly old:

62 in December	20 in August
80 in November	5 in July
20 in October	7 in June
13 in September	3 in April

2. On 27 January 1959, [] met with Colonel Davis, Chief, Operations and Training Section, OACSI, and his assistant and probable replacement, Colonel Ward, for the double purpose of (1) delivering information for inclusion on 66-1 forms regarding Army personnel trained under OTR auspices; and of (2) discussing the question of OTR furnishing assistance to ACSI with respect to their Intelligence training course. Major General Quinn, Deputy ACSI, dropped in to the meeting briefly, and stated he had discussed subject (2) above with the DD/S at length very recently.

[] said he would undertake to make further inquiries and report thereon. A memo for record was furnished ADTR and C/OS.

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25X1 3. While monitoring the Management Staff lecture series,
25X1 [redacted] was informed by [redacted] CIA Records Manage-
ment Officer that [redacted] would like to meet with OTR repre-
25X1 sentatives soon about appropriate facilities and methods for
a training program proposed for DD/P Records Management per-
sonnel. [redacted]

25X1

25X1 4. I think the Standards Branch has done a commendable
job in public relations by providing an accurate listing of
individuals to each Office for attendance at remaining lec-
25X1 tures of the Security Reindoctrination Program. [redacted]
report to me states "we plodded through the census taking
chore". It was a chore, but much appreciated by individual
Offices whose records of attendance were sketchy until our
Branch audited Security's attendance records.

25X1 5. [redacted] referred a query to me from Tom
25X1 [redacted] about [redacted] Clearance on DD/P's February candi-
date for the Armed Forces Staff College. I talked with Tom
and gave him a full time schedule on events leading up to
approval by DCI and subsequent steps in requesting clearance
by the FI Staff, according to our log on the case. I am cer-
25X1 tain that a [redacted] Clearance will not be available before the
early programmed eight hours of AFSC instruction for which
it is required. This situation has recurred in the past,
and the logical solution is for the Executive Secretary of
the Career Council to schedule the February program separate
from others (apparently frowned on by the Council) in time
to assure DCI approval by mid-September. If not, we should
forget about requesting clearance and recognize that the suc-
cessful, but uncleared, candidate(s) will miss some lectures.

25X1 6. The main business in the Processing Branch during the
past two weeks has been arranging for external training.
Approximately 140 external training requests were approved
for training at most of the local universities and.

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7. The State Department has indicated that the African and Beirut Seminars will be scheduled for this spring and summer. Because of the current "freeze" on Agency employees travelling through these areas, we are doubtful whether the Agency should attempt to participate in either of these programs. An early decision on this would be most helpful.

25X1

8. [] has been editing Mr. Ornstein's article "Foreign Language Training in the Soviet Union", published in The Modern Language Journal, December 1958, for its use in the March-April Bulletin. Her first draft is being typed. She has also been working on revision of the Clerical Training section in the OTR Catalog. These are excellent opportunities consistent with her detail to the Staff.

9. During the week 21 January - 27 January 1959, there were 944 persons enrolled in OTR conducted training. The breakdown for enrollment is as follows:

192 enrolled in 31 classes (10 languages) before hours

152 enrolled in 28 classes (11 languages) after hours

253 enrolled in 38 classes (14 languages) during hours

57 enrolled in 3 SIC courses

140 enrolled in 8 Operations School courses

74 enrolled in 5 Intelligence School courses

58 enrolled in the JOT Program

10 Dependents

8 from other Government agencies

25X1

